

APPENDIX II
 CIRCULAR LETTER OF BANK INDONESIA
 NUMBER 17/31/DPSP DATED 13 NOVEMBER 2015
 CONCERNING
 OPERATIONS OF SECURITIES ADMINISTRATION
 THROUGH BANK INDONESIA-SCRIPTLESS SECURITIES
 SETTLEMENT SYSTEM

EXAMPLE 1

APPLICATION LETTER FOR BECOMING BI-SSSS PARTICIPANTS

Number:¹

To:

Bank Indonesia

Department of Payment System Management

Division of Securities and Fund Settlement Management

Bank Indonesia Office Complex - Building D, 3d Floor

Jl. MH. Thamrin No. 2 - Jakarta 10350

Subject : **Application for Becoming BI-SSSS Participants**

In accordance with the requirements as stipulated in Bank Indonesia regulation concerning the operations of securities administration through BI-SSSS, hereby we (on behalf of self/on behalf of Sharia Business Unit/on behalf of unit or division of Custodian)² submit the application to be considered as a Participant with supporting documents attached as follows:

1. participation data;
2. photocopy of valid business license approval documents from the authorized agency validated by authorized official or certified as original by the management of Participant candidate (only submitted by the Participant candidate which is not a Participant of BI-RTGS System);
3. photocopy of the company's Articles of Association and the latest amendment (only submitted by the Participant candidate which is not a Participant of BI-RTGS System);
4. statement letter from the management of the Participant candidate specifying that the Participant candidate is not in the process of liquidation or bankruptcy;
5. photocopy of the decision letter from the relevant supervisory agency concerning the decision on fit and proper test result or approval to be the administrator for Participant candidates other than Bank;
6. reference letter concerning the latest capital adequacy;
7. statement letter from the management concerning infrastructure readiness;
8. application letter from the management to obtain connected user dan digital certificate;

¹ Filled with the number of the application letter

² Choose one

- 9. reports on the security audit result of the Participant internal system that will be linked with BI-SSSS conducted by internal audits (completed with a letter from the management of the Participant candidate stated that the implementation of security audit was conducted independently) or conducted by independent auditors;

[In the event the Participant candidate applies for a Sub-Registry, additional documents must be submitted in the form of:]

- 10. photocopy of the approval letter as a Custodian Bank or the business license as a Custodian for non-bank Custodian Agency from the relevant supervisory agency;
- 11. statement letter from the management of the Sub-Registry candidate that the Sub-Registry Management is neither included in the NPL list nor in the national blacklist;
- 12. information concerning the facility of recording business network and/or depository of securities integrated with and inter-branches owned in the country;
- 13. data recording and/or depository of securities already conducted by the Participant candidate in the last 6 (six) months;
- 14. statement letter from the management stating that the Sub-Registry candidate owns a Securities administration system without paper (scripless) that is secured/safe, accurate, and reliable; and
- 15. the latest annual financial statements audited by the public accountant.

The application letter accompanied with attachments stated above is made with the truth and if in the future there are things that are untrue we are willing to accept the risks and consequences of the actions taken by Bank Indonesia.

The official that can be contacted in relation to our application for participation is as follows:

Name :
Phone/HP :
Facsimile :
Email :

Thus our request, we thank you for your attention.

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of Legal Entity]

[Name of Director/Authorized Official]
Position

EXAMPLE 2
PARTICIPATION DATA OF BI-SSSS

I.

☐ New Information

☐ Revision/Addition of Information³

II.

Participant Name :
Participant Nick Name :

III.

Participant Address
Building :
Street :
City/Regency :
Province :
Telephone :
Facsimile :

IV. PARTICIPATION IN BI-SSSS

A. INSTITUTION

☐ **Central** Bank

☐ Government

☐ Bank (Convensional/Sharia/UUS)¹

☐ Depository and Settlement Agency

☐ Securities Company

☐ Others, please specify

B. FUNCTION

☐ Securities Issuer

☐ Owner of Securities in
Central Registry

☐ Sub-Registry

☐ Others please specify
.....

C. MANAGEMENT AUTHORITY OF INFRASTRUCTURE USED

☐ Participant

☐ Other Party:

D. PARTICIPANT STATUS IN BI-RTGS SYSTEM

☐ Participant BI-RTGS System

☐ Non-Participant BI-RTGS System

V.

Participant Code:⁴

VI. SPP LOCATION

Description	Main SPP	Backup SPP
Building		
Floor		
Street		
City/Regency		
Province		
Phone/Facsimile		

³ In case of data changes, the concerned Participant only fills the column on data changes.

⁴ To be filled by the Participant of BI-RTGS system according to the Participant Code in BI-RTGS

VII. **USAGE OF APPLICATION**

<input type="checkbox"/>	BI-SSSS Depository Gateway (SDG)
<input type="checkbox"/>	BI-SSSS Straight Through Processing Gateway (SSTPG)
<input type="checkbox"/>	BI-SSSS Depository Gateway (SDG) and BI-SSSS Straight Through Processing Gateway (SSTPG) simultaneously

VIII. **SYSTEM CONNECTED TO SPP**

No.	System Name	Security Method
1		
2		
3		
etc.		

IX. **CONTACT PERSON FOR BI-SSSS OPERATIONS:**

No.	Name	Position	Phone/Fax/E-mail
1			
2			
3			
etc.			

EXAMPLE 3
STATEMENT LETTER FOR INFRASTRUCTURE READINESS

STATEMENT LETTER

The undersigned:¹

1.

Name :²
Position :³
Address :⁴

2.

Name :
Position :
Address :

3.

Etc.

(each) acting in his/her position representing ...⁵ pursuant to ...⁶ and therefore acting for and on behalf of, and legally representing ...⁷, hereby states that ...⁸ has prepared infrastructure (managed by self/managed by other party on behalf of ...⁹)¹⁰ to access BI-SSSS in accordance with the requirements of Operator as referred to in the regulation of Bank Indonesia that governs the operations of securities administration through BI-SSSS as follows:

1.

Server Specification

a. Processor :
b. RAM :
c. Hard Disc :
d. Operating System :
e. RDBMS software :
f. Web server software :
g. Other Software :

2.

Workstation Specification

a. Processor :
b. RAM :
c. Hard Disc :
d. Monitor :
e. Operating System :
f. Internet Browser :
g. Other Software :

3.

Database Specification

a. Max Processor :

1

Authority in granting authorization is performed according to the regulation of authority in granting authorization stipulated in the Articles of Association/Regional Regulation.

2

Filled with names corresponding with the identity of the Management

3

Filled with position of the Management

4

Filled with address corresponding with the identity of the Management

5

Filled with “BOD” for Participant of PT legal entity or filled with the position of the Management for Participant of Government institutions

6

Filled based on the form of legal entity of the Participant candidate as follows:

(Articles of Association number..... specified in the Deed dated as amended lastly by the Deed dated)

Specifically for BPD of non PT legal entity filled as follows:

(Decision Letter of Gubernur numberdated and pursuant to Article Regional Regulation Number dated.....published in the Regional Gazette as amended lastly by the Regional Regulation Number dated published in the Regional Gazette.....)

7

Filled with the name of Participant candidate/Participant

8

Filled with the name of Participant candidate/Participant

9

Filled with the name of other party

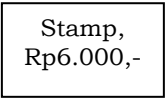
10

Choose one

- b. RAM :
 - c. Database Size :
 - d. Supported OS :
 - e. 64 Bit Support :
 - f. Availability & Scalability :
 - g. Real App Cluster :
 - h. Active Data Guard :
 - i. Golden Gate :
 - j. Security Data Encryption :
 - k. Manageability Automatic Database Diagnostic and Tuning:
4. Data Communication Network
- a. Numbers of Message per Day: (< 1000/> 1000/> 20000)¹¹
 - b. Services: (Gold/Silver/Bronze)¹²
5. Security component
- a. Token :¹³

Thus, we made this statement letter with the truth and if in the future it turns out that the said statement is untrue, then (name of the legal entity) is willing to accept the risks and consequences of any action taken by Operator of BI-SSSS or the competent authority agency.

[City], [Date, month, and year]
[Name of Legal Entity]



[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

¹¹ Choose one.
¹² Choose one.
¹³ Filled with the number of token required by Participant candidate/Participant

EXAMPLE 4

APPLICATION LETTER

TO OBTAIN CONNECTED USER AND DIGITAL CERTIFICATE,

TO ADD CONNECTED USER AND DIGITAL CERTIFICATE,

TO REPLACE DIGITAL CERTIFICATE,

TO EXTEND ACTIVE PERIOD OF DIGITAL CERTIFICATE, OR

TO DELETE CONNECTED USER AND DIGITAL CERTIFICATE

To

Bank Indonesia

Department of Payment System Management

Divisi of Securities and Fund Settlement Management

Building D, 3rd Floor

Jalan M.H. Thamrin No. 2

JAKARTA 10350

Subject: **Request to [Obtain Connected User and Digital Certificate/Add Connected User and Digital Certificate/Replace Digital Certificate/Extend Active Period of Digital Certificate/Delete Connected User and Digital Certificate]¹ in BI-SSSS Operations**

In the context of the implementation of operational activities of BI-SSSS, hereby we would like to submit an application to (obtain connected user and digital certificate/add connected user and digital certificate/replace digital certificate/extend active period of digital certificate/delete connected user {SDG/SSTPG/SDG and SSTPG}² and digital certificate)³, with data as follows:

- | | | | |
|---|---|--------|--------------|
| 1. Name of BI-SSSS Participant | : | | |
| 2. Identifier Code | : | | ⁴ |
| 3. Participant Code | : | | ⁵ |
| 4. Email address of receiving user | : | | |
| 5. Phone Number of receiving user | : | | |
| 6. Name of connected user | : | | ⁶ |
| 7. Serial number of digital certificate token | : | | ⁷ |
| 8. ID number of digital certificate file | : | | ⁸ |
| 9. Total number of connected user | : | | |
| a. SDG | | | |
| 1) position title of connected user 1 | : |; | |
| 2) position title of connected user 2 | : |; | |

¹ Choose one

² Choose one

³ Choose one

⁴ To be filled if the Participant candidate has selected the SWIFT Code

⁵ To be filled if the Participant candidate already has had Participant Code

⁶ To be filled in the case of replacement or extension of digital certificate token

⁷ To be filled in the case of replacement or extension of digital certificate token

⁸ To be filled in the case of replacement or extension of digital certificate token

b. SSTPG ...

- b. SSTPG
- 1) position title of connected user 1 :
 - 2) position title of connected user 2 :
 - 3) etc.

10. Reasons :⁹

(In connection with the deletion of connected user SDG, hereby we handover the digital certificate token which connected user we request to be deleted).¹⁰

Thus, our request for your attention.

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

⁹ To be filled in case the addition of digital certificate token exceeds the set maximum number, the replacement of digital certificate token due to missing or damaged or other reasons, or the deletion of connected user and digital certificate.

¹⁰ Only specified in case of deletion of Connected User dan Digital Certificate

EXAMPLE 5.A
STATEMENT LETTER FOR THE USE OF BI-SSSS INFRASTRUCTURE

To
Bank Indonesia – Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jl. MH. Thamrin No. 2 - Jakarta 10350

Subject : **Statement Letter for the Use of BI-SSSS Infrastructure**

Hereby we state that we:

- 1. Participant Code¹ :
- 2. Name :
- 3. Address :

have approved the use of BI-SSSS Infrastructure which management is under our authority, by:

- 1. Name of Legal Entity :
- 2. Bank Identifier Code² :
- 3. Address :

In relation to the use of BI-SSSS infrastructure, we are willing to provide access, information, and/or data related to the operational activities of BI-SSSS conducted by ³ to Operator and subject to Bank Indonesia regulation that governs the operations of Securities administration through BI-SSSS.

This statement letter is made with the truth and if in the future is known there are things that are untrue, we are willing to accept the risks and consequences from the actions taken by the Operator or the competent authority agency.

Thus, we thank you for your attention.

[City], [Date, month, and year]
[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

¹ To be filled if the infrastructure management is a BI-SSSS Participant.
² To be filled if the Participant Candidate/Participant already has had a SWIFT Code.
³ Name of Participant Candidate/Participant, user of infrastructure

EXAMPLE 5.B

STATEMENT LETTER OF THE MANAGEMENT THAT
PARTICIPANT CANDIDATE HAS AN AGREEMENT TO USE BI-SSSS
INFRASTRUCTURE MANAGED BY OTHER PARTY

No. ...⁴

STATEMENT LETTER

The undersigned:⁵

1.

Name

:

.....

⁶
- Position

:

.....

⁷
- Address

:

.....

⁸
2.

Name

:

.....
- Position

:

.....
- Address

:

.....
3.

Etc.

(each) acting in his/her position representing ...⁹ pursuant to ...¹⁰ and thus acting for and on behalf, and legally representing ...¹¹, hereby states that ...¹² has an agreement to use the infrastructure of BI-SSSS with ...¹³ as the infrastructure management used according to the regulation in the Circular Letter of Bank Indonesia that governs the operations of Securities administration through BI-SSSS.

⁴

Filled with the number of statement letter

⁵

Authority in granting authorization is conducted according to the regulation in the authority of granting authorization stipulated in Articles of Asociation/Regional Regulation

⁶

Filled with the name corresponding with the identity of the Management

⁷

Filled with the position of the Management

⁸

Filled with the address corresponding with the identity of the Management

⁹

Filled with “BOD” for Participant of PT legal entity or filled with the position of the Management for Participant of government institutions

¹⁰

Filled based on the the form of the legal entity of the Participant candidate as follows:

(Articles of Association Number..... published in the Deed dated as amended lastly with the Deed dated)

Specifically for BPD of non PT legal entity to be filled as follows:

(Decision Letter of the Governor Numberdated and pursuant to Article Regional Regulation Number dated.....already published in the Regional Gazette as lastly amended by the Regional Regulation Number dated already publishedin the Regional Gazette.....)

¹¹

Filled with the name of Participant candidate/Participant

¹²

Filled with the name of Participant candidate/Participant

¹³

Filled with the name of infrastructure management used by the Participant candidate/ Participant

Thus, ...

Thus, this statement letter is made with the truth, and if in the future this statement turns out to be untrue, then ...¹⁴ is willing to accept the risks and consequences from the actions taken by the Operator of BI-SSSS or the competent authority agency.

Stamp,
Rp6.000,-

[City], [Date, month, and year]
[Name of Legal Entity]
[Signature and stamp of Legal Entity]
[Name of Director/Authorized Official]
Position

¹⁴ Filled with the name of Participant candidate/Participant

EXAMPLE 6.A
NOTIFICATION LETTER CONCERNING THE NAME
AND POSITION OF THE MANAGEMENT WHO WILL SIGN THE
AGREEMENT FOR THE USE OF BI-SSSS

No. ...¹

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jalan M.H. Thamrin No. 2
JAKARTA 10350

Subject: **Notification of Agreement Signatories**

Hereby notified the name of management who will sign the agreement for the use of BI-SSSS between² and Bank Indonesia as follows:

- 1. Name :³
Position :⁴
Address :⁵
- 2. Name :
Position :
Address :
- 3. Etc.

(each) acting in his/her position representing ...⁶ pursuant to ...⁷ and thus acting for and on behalf, and legally representing ...⁸ with participant code...⁹ is the management who will sign the agreement for the use of BI-SSSS between ...¹⁰ and Bank Indonesia.

¹ Filled with the number of the notification letter
² Filled with the name of legal entity of the Participant
³ Filled with the name corresponding with the identity of the management
⁴ Filled with the position of the management
⁵ Filled with the address corresponding with the identity of the management
⁶ Filled with the name of legal entity of the Participant
⁷ Filled based on the form of the legal entity of the Participant as follows:
(Articles of Association number..... published in the Deed dated as amended lastly by the Deed dated)
Specifically for BPD of non PT legal entity to be filled as follows:
(Decision Letter of the Governor number dated and pursuant to Article Regional Regulation Number dated.....already published in the Regional Gazette Number..... dated..... already published in the Regional Gazette.....)
⁸ Filled with the name of legal entity of the Participant
⁹ Filled with the participant code of the Participant
¹⁰ Filled with the name of the legal entity of the Participant

Thus, ...

Thus we concluded, and thank you for your attention.

[City], [Date, month, and year]
[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

EXAMPLE 6.B
LETTER OF AUTHORITY FOR SIGNING AGREEMENT

LETTER OF AUTHORITY

No.

The undersigned:

- 1. Name :¹
Position :²
Address :³
- 2. Name :
Position :
Address :
- 3. Etc.

(each) acting in his/her position representing the management⁴ based on ...⁵ and thus acting for and on behalf, and legally representing ...⁶ with participant code ...⁷ (hereinafter referred to as **“Authority Grantor”**), hereby giving the authority without the right of substitution to:

- 1. Name :⁸
Position :⁹
Address :¹⁰
- 2. Name :
Position :
Address :
- 3. Etc.

hereinafter referred to as **“Authority Recipient”**,

----- SPECIFICALLY -----

acting (individually or jointly with other Authority Recipients)¹¹ to sign the agreement for the use of BI-SSSS between ...¹² and Bank Indonesia.

1 Filled with the name corresponding with the identity of the management
2 Filled with the position of the management
3 Filled with the address corresponding with the identity of the management
4 Filled with the name of the Participant
5 Filled based on the legal entity of the Participant as follows:
(Articles of Association number..... specified in the Deed dated as amended lastly with the Deed dated)
Specifically for BPD of non PT legal entity to be filled as follows:
(Decision Letter of the Governor number dated and pursuant to Article Regional Relation Number dated..... already published in the Regional Gazette as amended lastly by Regional Regulation Number dated already published in the Regional Gazette)
6 Filled with the name of the Participant
7 Filled with the participant code
8 Filled with the name corresponding with the identity of the management
9 Filled with the position of the management
10 Filled with the address corresponding with the identity of the management
11 Selected and filled with one of them, “alone” or “with another party” or “with two other parties” etc. and the correct filling will fully be the responsibility of the Participant(s)
12 Filled with the name of the Participant

For ...

For that purpose, the Authority Recipient shall have the right to sign letters/documents required and perform other actions required.

This Letter of Authority shall come into force since the date of signing.

	(City), (Date) (Month) (Year)	
Authority Recipient,	Authority Grantor,	
<i>Signature</i>	<div>Stamp, Rp6.000,-</div>	<i>Signature and Stamp of the legal entity</i>
<div>Name</div> <div>Position Title</div>	<div>Name</div> <div>Position Title</div>	

EXAMPLE 6.C
NOTIFICATION LETTER ON MANAGEMENT AUTHORITY

No. ...¹³

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3d Floor
Jalan M.H. Thamrin No. 2
Jakarta, 10350

Subject: **Notification on Management Authority in the
Operations of Securities Administration through BI-
SSSS**

In the context of implementation of participation in BI-SSSS, hereby we would like to inform you that the names of Management below:

- 1. Name :
Position :
Address :
- 2. Name :
Position :
Address :
- 3. Etc.

acting (alone/together with another party/alone or together with other management/...)¹⁴ has/have the authority to act in the said position(s) representing the management ...¹⁵ based on ...¹⁶ and thus acting for and on behalf of, and legally representing ...¹⁷ with participant code ...¹⁸, in order to perform things as referred below:

- 1. signing correspondences and/or other documents, both written documents and electronic documents, related to the participation and operation in BI-SSSS;

¹³ Filled with the number of the notification letter
¹⁴ Chosen and filled with the appropriate one according to the authority specified in the Articles of Association of the Participants and the filling correctness will be the full responsibility of the Participants.
¹⁵ Filled with the name of the Participants
¹⁶ Filled based on the legal entity of Participants as follows:
(Articles of Association number..... specified in the Deed dated as amended lastly by the Deed dated).
Specifically for BPD of non PT legal entity shall be filled as follows:
(Decision Letter of the Governor number dated and pursuant to Article Regional Regulation Number dated..... already published in the Regional Gazette as amended lastly by the Regional Government Number dated already published in the Regional Gazette).
¹⁷ Filled with the name of the Participants
¹⁸ Filled with the participant code

- 2. management of connected user, digital certificate token, and/or digital certificate file;
- 3. delivering and/or picking up letters, reports, and other documents, both written documents and electronic documents, related to the participation and operation in BI-SSSS; and/or
- 4. delivering and/or picking up of connected user, digital certificate token, and/or digital certificate file,

in the Head Office of Bank Indonesia/Domestic Representative Offices of Bank Indonesia

Further, in connection with the above matter, hereby we convey that the authority of the Management referred to is to perform operational activities related to the Administration of Securities through BI-SSSS applicable no later than 5 (five) working days since the date of the making of the signature specimen.

Thus, we convey our request for your attention.

Stamp,
Rp6.000,-

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

EXAMPLE 7
LETTER OF AUTHORITY

LETTER OF AUTHORITY

No.

The undersigned:¹⁹

- 1. (Name), (position), residing in (city),
- 2. etc.,

(each) acting in the said position representing (PT Bank/Bank Pembangunan Daerah/PT.....)²⁰ pursuant to the Letter of Authority Number dated and thus acting for and on behalf of, and legally representing (PT Bank/Bank Pembangunan Daerah/PT.....)²¹ participant code (hereinafter referred to as **“Authority Grantor”**), hereby giving authority (without substitution right/with one time substitution right)²² to:

- 1. (Name), (position), residing in (city),
- 2. Etc.,

hereinafter referred to as **“Authority Recipient”**,

----- **SPECIFICALLY** -----

acting [alone (with another party or with two other parties or more with other Authority Recipients)]²³ to perform matters as referred below:²⁴

- 1. signing correspondences and/or other documents, both written documents and electroning documents, related to the participation and operation in BI-SSSS;
- 2. management of connected user, digital certificate token, and/or digital certificate file;
- 3. delivering and/or picking up of letters, reports, and other documents, both written documents and electronic documents, related to the participation and operation in BI-SSSS; and/or

¹⁹ Authority in granting authorization shall be conducted according the regulation in the authority of granting authorization stipulated in the Articles of Association/Regional Regulation and Letter of Authority with substitution right
²⁰ Choose one
²¹ Choose one
²² Choose one
²³ Chosen and filled with “alone” or “with another party” or “with two other parties” etc. and the filling correctness shall be the fully responsibility of the Participants
²⁴ Adjusted with the type of participation and needs of the Participants.

4. delivering and/or picking up connected user, digital certificate token,
and/or digital certificate file,
in Bank Indonesia Head Office/Domestic Representative Offices of Bank Indonesia
.....²⁵

This granting of Authority shall be effective no later than 5 (five)
working days since the making of the signature specimen.

Stamp,
Rp6.000,-

[City], [Date, month, and year]
[Name of Legal Entity]
[Signature and stamp of legal entity]
[Name of Director/Authorized Official]
Position

²⁵ Choose one

EXAMPLE 8.A
APPLICATION LETTER TO HAVE SIGNATURE SPECIMEN

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jalan M.H. Thamrin No. 2 - Jakarta, 10350¹

Subject : **Application to Have Signature Specimen for the Management and Officials Receiving Authority from Management**

Hereby we would like to apply for having signature specimen for our officials as follows:

- 1. Name :²
Position :³
Address :⁴
- 2. Nama :
Position :
Address :
- 3. Etc.,

to be used in the participation and operation in BI-SSSS.
For your consideration, attached we submit photocopy of our articles of association/letter of authority No.dated....

In the event up to 3 (three) months since the signing of this letter the name (names) mentioned above do not have the signature specimen, then **we declare void** our request for having signature specimen. Further, for the need of having signature specimen on behalf of the concerned, we will submit a new application for having signature specimen.

¹ Choose one
For application to the Management of KPwBI shall be filled with the location of KPwBI depending on the allocation of the Signature Specimen
² Filled with the name corresponding with the identity of the Management or Officials receiving authorities from Management
³ Filled with the position of the Management or Officials receiving authorities from Management
⁴ Filled with the address corresponding with the identity of the Management or Officials receiving authorities from Management

Thus ...

Thus, thank you for your attention and cooperation.

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

EXAMPLE 8.B

**APPLICATION LETTER FOR
ADDITIONAL AUTHORITIES FOR THE MANAGEMENT AND OFFICIALS
RECEIVING AUTHORITY FROM MANAGEMENT WHO HAVE
SIGNATURE SPECIMEN**

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jalan M.H. Thamrin No. 2 - Jakarta, 10350¹

Subject : **Application for Additional Authorities for the Management
and/or Officials Receiving Authorities from Management
Who Have Signature Specimen**

In the context of operational activities of BI-SSSS, we would like to inform you that our management and/or officials receiving authorities from our management ready have signature specimen in the participation and operation in BI-RTGS System. In connection with that and pursuant to the Letter of Authority number dated (attached), we hereby submit an application for the addition of authorities in the participation and operation of BI-SSSS to the management and officials receiving authorities from our management, as follows:

- 1. Name :²
Position :³
Address :⁴
- 2. Name :
Position :
Address :
- 3. Etc.,

¹ Choose one
For application to the Management of KPwBI filled with the location of KPwBI depending on the allocation of the Signature Specimen

² Filled with the name corresponding with the identity of the Management or the officials receiving authority from the Management

³ Filled with the position of the Management or the officials receiving authority from the Management

⁴ Filled with the address corresponding with the identity of the Management or the officials receiving authority from the Management

Thus ...

Thus, we thank you for your attention and cooperation.

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

EXAMPLE 9.A
APPOINTMENT LETTER FOR PAYING BANKS

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jl. MH. Thamrin No. 2 - Jakarta 10350

Subject : **Appointment Letter for Paying Banks**

In the context of appointment for Paying Banks in BI-SSSS Operations, hereby we:

- 1. Participant Name :
- 2. Participant Code :

submit data of the Paying Banks as follows:

A. Appointment of Paying Banks

No.	Name of Paying Bank	Function	Currency	Remarks
1 ⁵			
2				
etc.				

B. Termination of Appointment of Paying Banks

No.	Name of Paying Bank	Function	Currency	Remarks
1				
2				
etc.				

In connection with the appointment of the Paying Banks mentioned above, hereby we submit a Letter of Confirmation and a Letter of Authority from the Paying Banks as attached.

Thus, for your attention we thank you very much.

[City], [Date, month, and year]

[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

⁵ Number 1 filled with the name of the Paying Bank conducting the function:
a. charges for BI-SSSS costs;
b. charges for the sanction of paying penalties on violations of related Bank Indonesia regulation;
c. fund settlements upon Securities transactions; and
d. receiving payments of coupon/interest or yield and repayments of principal/nominal value at maturity
Number 2 and so on filled with the names of Paying Banks conducting fund settlements upon Securities transactions

EXAMPLE 9.B
CONFIRMATION LETTER AS PAYING BANKS

To
Bank Indonesia
Department Payment System Managemen
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jl. MH. Thamrin No. 2 - Jakarta 10350

Subject: **Confirmation Letter as Paying Banks**

Hereby we state our agreement to be appointed as the Paying Bank for and on behalf:

BI-SSSS Participant Name :
Participant Code :
in the operational activities of BI-SSSS using Rupiah/foreign currency,⁶ as follows:

No	Function	Yes	No
1.	Charging costs of BI-SSSS		
2.	Charging sanctions of paying penalties on violations of related regulation of Bank Indonesia		
3.	Charging costs of Fund Settlements of Securities transactions		
4.	Receiving payments of coupon/interest or yield and/or repayments of principan/nominat value of Securities		

In relation to the appointment as the Paying Bank to execute Fund Settlements upon Securities transactions, we will perform the data management of Fund Settlement limit in BI-SSSS.

This confirmation letter is made with the truth, and in the event in the future it is known there are things that are untrue, we are willing to accept the risks and consequences from the actions taken by Bank Indonesia.

Thus, we thank you for your attention.

[City], [Date, month, and year]
[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

⁶ Choose one

EXAMPLE 9.C

LETTER OF AUTHORITY FOR DEBITING FUND SETTLEMENT ACCOUNTS

LETTER OF AUTHORITY

The undersigned:

Name :

Position :

residing in (city), acting in his/her position representing¹ pursuant to [**select according to the legal entities**]² and therefore legally representing and acting for and on behalf.....³ hereinafter referred to as “AUTHORITY GRANTOR”, hereby grant the authority to:

1. Name :⁴

Position :⁵

2. Name :

Position :

3. etc.

each acting in his/her position and thus legally representing and acting for and on behalf of Bank Indonesia hereinafter referred to as “AUTHORITY RECIPIENT”,

-----SPECIFICALLY-----

both individually and jointly with 2 (two) or more, authorized for and on behalf of the Authority Grantor to debit Fund Settlement Account number with the name of the account in the context of:

[In the event the transactions are in Rupiah, shall function as follows]:

- 1. charging BI-SSSS costs;
- 2. charging sanctions of paying penalties for violations of related regulation of Bank Indonesia;
- 3. charging Fund Settlements of Securities transactions;
- 4. receiving coupon/interest or yield and principal/nominal values of Securities; and/or
- 5. correcting Securities transaction settlements conducted by Bank Indonesia.

[In the event the transactions are in foreign currencies, shall function as follows]:

- 1. charging Fund Settlements of Securities Transactions in foreign currencies;
- 2. charging sanctions of paying penalties for violations of related regulation of Bank Indonesia;
- 6. receiving coupon/interest or yield and principal/nominal values of Securities in foreign currencies; and/or
- 3. correcting Securities transaction settlements in foreign currencies conducted by Bank Indonesia.

for the interests of Settlement in the operational of BI-SSSS on behalf with participant code⁶

¹ Filled with the name of the Bank corresponding with the Articles of Association
² Filled with the Articles of Association or Legal Basis
³ Filled with the name of the Bank corresponding with the Articles of Association
⁴ Filled with the name of the authorized officials in Bank Indonesia
⁵ Filled with the position title of the authorized officials in Bank Indonesia
⁶ Filled specifically with the Sub-Registry, with the account number and name and also the participant code of the Sub-Registry which appoint the Paying Bank

This granting of authority shall be effective since the date of its enactment by Bank Indonesia.

Thus, this Letter of Authority is made to be used accordingly.

AUTHORITY RECIPIENT,

[City], [Date Month Year]
AUTHORITY GRANTOR,

Signature



[Signature and Stamp of
Legal Entity]

[Name of the Authorized Official]
Position⁷

[Name of Director/Authorized Official]
Position ⁸

⁷ Filled with the name and position of the AUTHORITY RECIPIENT
⁸ Filled with the name and title of AUTHORITY GRANTOR

EXAMPLE 10
APPLICATION LETTER FOR CANCELLATION OF SECOND LEG SETTLEMENTS

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Bank Indonesia Office Complex – Building D, 3rd Floor
Jl. M.H. Thamrin No. 2 - Jakarta 10350

Subject : **Application Letter for Cancellation of Second Leg Settlement**

Referring to the regulation of Bank Indonesia that governs the operations of Securities administration through BI-SSSS, hereby we:

- 1. Participant Name :
- 2. Participant Code :

submit our application for the cancellation of the second leg Settlements for our Securities transactions as follows:

No.	Transaction Date	Type of transaction ¹	Type of Securities	Counterparty Name and Participant Code	Nominal Value	Second Leg Settlement Maturity Date	Other Remarks ²
...

Whereas the implementation of the second leg Settlement cancellations referred to is to be carried out on (date) with reasons

In connection with the above matter, hereby we submit the supporting documents³ in order to be able to conduct the cancellation of the second leg Settlement transactions referred to.

¹ Choose the appropriate transaction types among others conditional sale and purchase (repo), collateral registration (pledge) or securities borrowing and lending.
² Information on transactions among others communication reference
³ Supporting documents for example transaction evidences, authority letter from counterparty transactions to cancel transactions, decisions of authorized agencies and/or decisions of arbitration.

The application letter along with the supporting documents mentioned above are made with the truth and if in the future it is known that there are things that are untrue, we shall release Bank Indonesia from any lawsuits and responsibilities over lawsuits against the Operator, and other demands arising due to the cancellation of the referred second leg Settlement transactions.

Thus our application, we thank you for your attention.

[City], [Date, month, and year]
[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

EXAMPLE 11
APPLICATION LETTER FOR USING GUEST BANK FACILITIES

To
Bank Indonesia
Department of Payment System Management
c.q. Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jl. M.H. Thamrin No.2 - Jakarta 10350

Subject: **Application for Using Guest Bank Facilities in Bank Indonesia**

Hereby we would like to apply for using the Guest Bank Facility in Bank Indonesia located in (KPBI/KPWDN ..)¹
The application is submitted considering the facilities of:
1. Main SPP dan/atau Backup SPP; and/or
2. Data communication networks,
do not function due to the following:
.....
.....
.....

The method of Guest Bank Facility that we use is (shared SDG/standalone SDG/standalone SSTPG/own SPP).²

In connection with the use of the Guest Bank Facility, hereby we release Bank Indonesia from all responsibilities, losses and legal consequences arising in relation to the use of the Guest Bank Facility conducted in Bank Indonesia, including but not limited to the suitability and correctness of the Settlement instructions.

Thus our application, we thank you for your attention.

Stamp,
Rp6.000,-

[City], [Date, month, and year]
[Name of Legal Entity]
[Signature and stamp of legal entity]
[Name of Director/Authorized Official]
Position

¹ Choose the location of the guest bank usage
² Choose one

EXAMPLE 12
NOTIFICATION LETTER ON CHANGES IN BUSINESS ACTIVITIES

No. ...³
To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jalan M.H. Thamrin No. 2 - Jakarta, 10350

Subject: **Notification on Changes in Business Activities**

Referring to the Decision Letter ...⁴ no. ...⁵ dated ...⁶ concerning ...⁷ as attached, we hereby inform that Participant with the following data:

- 1. Participant Name :
- 2. Participant code :⁸

has conducted changes in the business activity from a conventional bank to sharia bank in the name of ...⁹. The change in the participation in BI-SSSS related to the change in the business activity is scheduled to be conducted on (date) ...¹⁰

In relation to the above matter, we hereby submit photocopy of the complete document requirements legalized by the authorized official or declared as original by the management of the Participant who has had signature specimen in Operator in the form of:

- 1. deed on the changes in the Articles of Association;
- 2. approval letter on the changes in the Articles of Association from the authorized agency; and

³ Filled with the number of notification letter
⁴ Filled with the name of competent authority agency authorized to give permission for business activities
⁵ Filled with the number of Decision Letter of the agency authorized to give permission of business activities
⁶ Filled with the date of the Decision Letter of the agency authorized to give permission of business activities
⁷ Filled with subject of the Decision Letter of the agency authorized to give permission for business activities
⁸ Filled with the participant code
⁹ Filled with the bank resulted from conversion
¹⁰ Filled with the effective date of operations

3. decision letter from the agency authorized to give permission for the change in business activity from a conventional commercial bank to sharia commercial bank;

Meanwhile, the official that can be contacted related to the change in the business activity is:

Name :¹¹
Phone/HP :¹²
Facsimile :¹³

Thus, our notification for your attention.

[City], [Date, month, and year]
[Name of Legal Entity]



[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

¹¹ Filled with the name of the official that can be contacted
¹² Filled with the phone/cellphone of the official that can be contacted
¹³ Filled with the number of facsimile of the official that can be contacted

EXAMPLE 13
NOTIFICATION LETTER ON THE CHANGES IN NAME, AUTHORITY,
AND/OR POSITION OF THE MANAGEMENT

No. ...¹

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jalan M.H. Thamrin No. 2
Jakarta, 10350

Subject: **Notification on the Changes in Management in the Operations of Securities Administration through BI-SSSS**

In relation to the changes in the (name/authority/posisi)² of the Management as stipulated in the Deed Number ...³ dated ...⁴, hereby we inform you regarding the change in the Management in the context of the Securities administration operations through BI-SSSS as follows:

No.	Management Data	Initially	Become
1.	Name		
	Position		
	Address		
2.	Name		
	Position		
	Address		
3.	Etc.		

acting (alone/with another party/alone or with one of the other management/ /...)⁵ is (are) authorized to act in his/her (their) position(s) representing the management ...⁶ pursuant to ...⁷ and thus acting for and on behalf of, and legally representing ...⁸ with the participant code ...⁹, in order to conduct matters as referred below:

¹ Filled with the number of notification letter
² Cross the unnecessary ones
³ Filled with the number of the deed
⁴ Filled with the date of the deed
⁵ Chosen and filled with the appropriate authority specified in the Articles of Association of the Participant and the correctness of filling shall become the fully responsibility of the Participant
⁶ Filled with the name of the Participant
⁷ Filled with the legal basis of the Participant as follows:
(Articles of Association number..... specified in the Deed date as amended lastly by the Deed dated).
Specifically for BPD of non PT legal entity to be filled as follows:
(Decision Letter of the Governor numberdated and pursuan to Article Regional Regulation Number dated.....published in the Regional Gazette as amended lastly by the Regional Regulation Number dated already published in the Regional Gazette.....).
⁸ Filled with the Participant name
⁹ Filled with the participant code

- 1. signing correspondences and/or other documents, both written documents and electronic documents, related to the participation and operation in BI-SSSS;
- 2. management of the connected user, digital certificate token, and/or digital certificate file;
- 3. delivering and/or picking up letters, reports, and other documents, both written documents and electronic documents, related to the participation and operation in BI-SSSS; and/or
- 4. delivering and/or picking up of the connected user, digital certificate token, and/or digital certificate file,

in Bank Indonesia Head Office/Domestic Representative Office of Bank Indonesia
.....

Further, in connection with the above, we hereby convey the following matters:

- 1. Apply for having signature specimen for the management that do not have signature specimen in Operator, namely:
 - a. Name :
 - b. Name :
 - c. Etc.
- 2. The signature specimen for the management as referred to in number 1 shall be effective in 5 (five) working days as of the date of their having the signature specimen.

In connection with the enactment of this notification letter, the notification letter No. ...¹⁰ dated ...¹¹ administered in Operator is revoked and declared not applicable.

Thus, our application for your attention.

Stamp,
Rp6.000,-

[City], [Date, month, and year]
[Name of Legal Entity]
[Signature and stamp of legal entity]
[Name of Director/Authorized Official]
Position

¹⁰ Filled with the number of the notification letter of the Management authorities applicable prior to this letter
¹¹ Filled with the date, month, and year of the notification letter of the Management authorities applicable prior to this letter

EXAMPLE 14
STATEMENT LETTER
ON SIGNATURE SPECIMEN THAT STILL APPLY

No. ...¹

STATEMENT LETTER

The undersigned:

- 1. Name :²
Position :³
Address :⁴
- 2. Name :
Position :
Address :
- 3. Etc.

acting in his/her position representing ...⁵ pursuant to ...⁶ and thus acting for and on behalf of, and legally representing ...⁷, participant code ...⁸, hereby states that the signature specimen on behalf on:

- 1. Name :⁹
Position :¹⁰
Address :¹¹
- 2. Name :
Position :
Address :
- 3. Etc.

¹ Filled with the number of the notification letter
² Filled with the name corresponding to the identity of the Management or the authority recipient from the authorized Management
³ Filled with the position of the Management or the authority recipient from the authorized Management
⁴ Filled with the address corresponding to the identity of the Management or the authority recipient from the authorized Management
⁵ Filled with the Participant name
⁶ Filled in accordance with the legal form of the Participant
For Bank and Non-Bank of PT legal entity filled as follows:
(Articles of Association of PT ... published in the Deed dated ... as amended lasty by the Deed ... date ...)
For BPD of non PT legal entity filled as follows:
(Decision Letter of the Governor ... number ... dated ... and pursuant to Article ... Regional Regulation Number ... dated ... published in the Regional Gazette ... as amended lastly by the Regional Regulation Number ... dated ... published in the Regional Gazette ...)
⁷ Filled with the Participant Name
⁸ Filled with the participant code of the Participant
⁹ Filled with the name corresponding with the identity of the Management or the Authority recipient from the authorized Management whose signature specimen is still applicable
¹⁰ Filled with the position of the Management or the authority recipient of the authorized Management whose signature specimen still applicable
¹¹ Filled with the address corresponding with the identity of the Management or the Authority recipient of the authorized Management whose signature specimen is still applicable

mentioned ...

mentioned in the notification letter concerning the management authority number ...¹² dated ...¹³ and/or letter of authority number ...¹⁴ dated ...¹⁵ administered in (KPBI/KPwDN ...¹⁶)¹⁷ are still applicable.

Thus, we convey this statement with the truth.

[City], [Date, month, and year]
[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

¹² Filled with the number of the notification letter regarding the new Management authority
¹³ Filled with the date of the notification letter regarding the new Management authority
¹⁴ Filled with the letter of authority
¹⁵ Filled with the date of the letter of authority
¹⁶ Filled with the name of KPwDN
¹⁷ Choose the appropriate statement letter to be made by the respective area of KPBI or KPwDN.

EXAMPLE 15
NOTIFICATION LETTER ON THE AUTHORITY ADDITION
AND/OR REPLACEMENT OF THE AUTHORIZED OFFICIALS/OFFICERS

No. ...¹

To

Bank Indonesia

(Department of Payment System Management/Representative Office of ...)²

(Division of Securities and Fund Settlement Management/Division ...)³

.....⁴

Subject: **Notification on the Addition and/or Replacement of**
Authorized Officials/Officers

In connection with the changes in the composition of the authorized officials and/or officers as specified in the letter of authority Number ...⁵ dated ...⁶, hereby we notify the changes in the composition of the authorized officials and/or officers in the context of the implementation of Securities administration in BI-SSSS, as follows:

1. Changes in the Officials of Authority Recipient of the Management⁷

NO.	DATA OF OFFICIALS OF AUTHORITY RECIPIENT	ORIGINALLY	BECOME
1.	Name ⁸		
	Position ⁹		
	Address ¹⁰		
2.	Name		
	Position		
	Address		
3.	Etc.		

¹ Filled with the number of the notification letter

² Choose one

³ Choose one

⁴ Filled with the address of Bank Indonesia office

⁵ Filled with the deed number

⁶ Filled with the deed date

⁷ Filled if there are changes in the Representing Officials

⁸ Filled with the name corresponding with the identity of the directors or authority grantor officials

⁹ Filled with the position of the directors or authority grantor officials

¹⁰ Filled with the address corresponding with the identity of the directors or authority grantor officials

2. Changes in officers¹¹

NO.	DATA OF OFFICERS	ORIGINALLY	BECOME
1.	Name ¹²		
	Position ¹³		
	Address ¹⁴		
2.	Name		
	Position		
	Address		
3.	Etc.		

With this letter, we submit the following administration documents:

- 1. Letter of Authority ...
- 2. Photocopy of identity ...
- 3. etc¹⁵.

Further, in connection with the above matters, hereby we convey the following matters:

- 1. Apply for having signature specimen for (authorized official/officer)¹⁶ who do not have signature specimen in Operator, namely:
 - a. Name :
 - b. Name :
 - c. etc.
- 2. The authority of (authorized officials or officers) as referred to in item1 to conduct operational activities related to the administration of Securities through BI-SSSS shall be effective no later than 5 (five) working days effective as the date of their having the signature specimen.

Thus, we submit our application

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

¹¹ Filled if there are changes in officers
¹² Filled with the name corresponding with the identity of the director or authority grantor official
¹³ Filled with the position of director or authority grantor official
¹⁴ Filled with the address corresponding with the identity of the director or authority grantor official
¹⁵ Filled if there are additions of information
¹⁶ Choose according to the needs

EXAMPLE 16
STATEMENT LETTER OF AUTHORITY REVOCATION

No. ...¹⁷

STATEMENT LETTER OF AUTHORITY REVOCATION

The undersigned:

1.

Name

:

.....¹⁸
- Position

:

.....¹⁹
- Address

:

.....²⁰
2.

Name

:

.....
- Position

:

.....
- Address

:

.....
3.

Etc.

:

.....

(each) acting in his/her position pursuant to ...²¹ and thus acting for and on behalf, and legally representing ...²², participant code ...²³, hereby states that the authority on behalf of:

1.

Name

:

.....
- Position

:

.....
- Address

:

.....
2.

Name

:

.....
- Position

:

.....
- Address

:

.....
3.

Etc.

:

.....

specified in the letter of authority number ...²⁴ dated ...²⁵ administered in (Bank Indonesia Head Office/Bank Indonesia Representative Office ...²⁶)²⁷ is revoked and declared inapplicable since the receipt date of this Statement Letter of Authority Revocation by the Operator in complete.

[City], [Date, month, and year]
[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Directors/Authorized Official]
Position

17

Filled with the number of the statement letter

18

Filled with the name corresponding with the identity of the Management or authority grantor official

19

Filled with the position of the Management or authority grantor official

20

Filled with the address corresponding with the identity of the Management or authority grantor official

21

Filled according to the legal basis form

For Bank and non-Bank of PT legal entity filled as follows:

(Articles of Association of PT ... specified in the Deed dated ... as amended lastly by the Deed ... dated ...)

For BPD of non PT legal entity filled as follows:

(Decision Letter of the Governor ... number ... dated ... and pursuant to Article ... Regional Regulation Number ... dated ... published in the Regional Gazette ... as amended lastly by Regional Regulation Number ... dated ... published in the Regional Gazette ...)

22

Filled with the Participant name

23

Filled with participant code of the Participant

24

Filled with the number of the letter of authority

25

Filled with the date of the letter of authority

26

Filled with the name of Bank Indonesia Representative Office

27

Choose one

EXAMPLE 17
STATEMENT LETTER OF SIGNATURE DISCREPANCY

No. ...¹

To
Bank Indonesia
(Department of Payment System Management/Bank Indonesia
Representative Office/...)²
(Division of Securities and Fund Settlement Management/Division ...) ³
.....⁴

Subject: **Statement of Signature Discrepancy**

The undersigned:

Name :
Position :
Address :

in connection with the discrepancy of signature between what specified in the identity evidence⁵ and what specified in the signature specimen card in (Division of Securities and Fund Settlement Management/Bank Indonesia Representative Office ...⁶)⁷, hereby we state that the signature used in the context of participation and operation of Securities administration through BI-SSSS is the signature specimen in the Signature Specimen Card in Bank Indonesia.

Thus, this letter of statement is made with the truth, to be used as appropriate.

Acknowledged,⁸

[Signature]

[City], [Date, month and year]

Stated by,

Stamp,
Rp6.000,-

[Signature and
stamp of company]

[Name of Director/Authorized official]
[Position]

[Name of Director/Authorized official]
[Position]

¹ Filled with the number of the statement
² Choose one
³ Choose one
⁴ Filled with the office address of Bank Indonesia.
⁵ Filled with the identity (i.e. ID, Driving License, Passport)
⁶ Filled with the name of Bank Indonesia Representative Office
⁷ Choose one
⁸ Authority Grantor or authorized official who has the authority to withdraw funds and already has signature specimen in Bank Indonesia

EXAMPLE 18

APPLICATION LETTER FOR CLOSING PARTICIPATION

No. ...⁹

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building D, 3rd Floor
Jalan M.H. Thamrin No. 2
JAKARTA, 10350

Subject: **Closing Participation in BI-SSSS**

In connection with the (merger/dissolution/separation/other reasons in the form...)¹⁰ pursuant to the agreement/decision of ...¹¹ no. ...¹² dated ...¹³ regarding ...¹⁴(as attached), hereby we (Participant name...and Participant Code...) request for closing our participation in BI-SSSS as follows:

1. The closing of participation in BI-SSSS to be conducted on (date)¹⁵
2. The transfer of rights and obligation of Participant (...)¹⁶ to Participant (...)¹⁷ from the result of merger/result of dissolution/result of separation¹⁸, effective legally since the date of merger/dissolution/separation,¹⁹ although the execution for the closing of participation in BI-SSSS shall be carried out in accordance with the date as referred to in number 1.
3. The transfer of Securities Account balance of the Participant conducting (merger/dissolution/separation/liquidation) on behalf of²⁰ to the Securities Account on behalf of²¹ (as the Participant of the merger result/Participant of the dissolution result/Participant of

⁹ Filled with the number of the application letter
¹⁰ Choose one
¹¹ Filled with: 1) approval from the competent authority agency giving permission of merger, dissolution, separation, or liquidation; or filled with 2) decision from the forum of decision making in the internal Participant to close the participation, outside the merger, dissolution, separation, or liquidation
¹² Filled with the number of the approval letter from the competent authority agency
¹³ Filled with the date, month, and year of the approval letter from the competent authority agency
¹⁴ Filled with the subject of the approval letter from the competent authority agency
¹⁵ Filled with the implementation date of the merger/dissolution/separation in BI-SSSS
¹⁶ Filled with the Participant name conducting merger/dissolution/separation
¹⁷ Filled with the name of Participant receiving merger/Participant from the result of dissolution/ Participant from the result of separation
¹⁸ Choose one
¹⁹ Choose one
²⁰ Filled with the name of Participant conducting merger/Participant from the result of dissolution/ Participant from the result of separation
²¹ Filled with the name of Participant receiving merger/Participant from the result of dissolution/ Participant from the result of separation

the separation result)²² will be conducted no later than 1 (one) working day prior to the date as referred to in number 1.

- 4. The signature revocation of the authority recipient official of the Participant management conducting merger/dissolution/separation legally is as follows:
 - a.²³
 - b.
 - c. Etc.

(in the event the closing of participation in BI-SSSS caused by other reasons)

- 1. The closing of participation in BI-SSSS to be conducted on (date)²⁴
- 2. The transfer of of Securities Account balance from the Participant on behalf of²⁵ to the Securities Account on behalf of²⁶ will be conducted no later than 1 (one) working day prior to the date as referred to in number 1.

Thus, so you understand, we thank you for your assistance and cooperation.

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

²² Choose the Participant conducting merger/Participant conducted dissolution/Participant conducted separation or in the case of self-liquidation no need to fill
²³ Filled with the name of the management and/or Participant official authorized to represent the participant which signature specimen is revoked
²⁴ Filled with the closing date of participation in BI-SSSS
²⁵ Filled with the name of Participant conducting merger/Participant from the result of dissolution/ Participant from the result of separation
²⁶ Filled with the name of Participant receiving merger/Participant from the result of dissolution/ Participant from the result of separation

EXAMPLE 19
NOTIFICATION LETTER ON THE PARTICIPANT RECEIVING MERGER/
PARTICIPANT OF DISSOLUTION RESULT/PARTICIPATION OF
SEPARATION RESULT

No. ...¹

To
Bank Indonesia
Department of Payment System Management
Division of Securities and Fund Settlement Management
Building , 3rd Floor
Jalan M.H. Thamrin No. 2
Jakarta, 10350

Subject: **Notification of (Merger/Dissolution/Separation)**²

In connection with the approval from³ No.⁴ dated⁵ regarding⁶ as the photocopy attached, hereby we convey the following matters:

1. Pursuant to the Deed No ...⁷, dated ...⁸, it is determined that the Participants acting as (Participant receiving merger/Participant of dissolution result/Participant of separation result)⁹ are ...¹⁰ with participant code ...¹¹, and (Participant conducting merger/Participant conducting dissolution/Participant conducting separation)¹² as follows:

No.	Participant Name	Participant Code
1.		
2.	Etc.	

¹ Filled with the number of the notification letter
² Choose one
³ Filled with the name of the competent authority agency authorized to grant approval for business activities approval
⁴ Filled with the number of the decision letter of the competent authority agency
⁵ Filled with the date of the decision lette from the competent authority agency
⁶ Filled with the subject of the decision letter of the competent authority agency
⁷ Filled with the number of the Deed of Merger/Dissolution/Separation
⁸ Filled with the date of the Articles of Association
⁹ Choose one
¹⁰ Filled with the name of Participant receiving merger/Participant of dissolution result/Participant of separation result
¹¹ Filled with the participant code of the Participant receiving merger/Participant of dissolution result/Participant of separation result
¹² Choose one

2. The (Merger/dissolution/separation)¹³ is effective since the approval date¹⁴, although the implementation of the operational transition in BI-SSSS operations from the Participant conducting merger to the Participant receiving merger shall be conducted on (date)¹⁵.
3. Transfer of Securities Account balance of the Participant conducting merger/Participant conducting dissolution/Participant conducting separation¹⁶ as referred to in number 1 to the Participant receiving merger/Participant of dissolution result/Participant of separation result¹⁷ will be conducted on 1 (one) working day prior to the date as referred to in number 2.
4. Further, the participation on behalf of the Participant name conducting merger/Participant conducting dissolution/Participant conducting separation¹⁸ as referred to in number 1 is to be terminated on the date as referred to in number 2.
5. All rights and obligations of the Participant conducting merger shall be taken over by the Participant receiving the merger effective legally since the date of the merger.
6. In the event there are still rights and obligation of the Participant conducting merger/Participant conducting dissolution/Participant conducting separation¹⁹ as referred to in number 1 to Bank Indonesia arising prior to the legal date of approval from (name of the authorized agency), and yet have not been taken into account to the concerned Participant conducting merger/Participant conducting dissolution/Participant conducting separation up to the implementation date of operational transition in BI-SSSS operations as referred to in number 2, is to be taken into account to the Participant receiving merger/Participant conducting dissolution/Participant conducting separation²⁰.

¹³ Choose one

¹⁴ Filled with the name of the competent authority agency

¹⁵ Filled with the implementation date of the merger/dissolution/separation in BI-SSSS

¹⁶ Choose one

¹⁷ Choose one

¹⁸ Choose one

¹⁹ Choose one

²⁰ Choose one

7. On (date)²¹ we have announced the (merger/dissolution/separation)²² bank in the national scale daily newspaper.

In connection with the implementation of (merger/dissolution/separation)²³, enclosed please find:

1. Statement letter (in accordance with example 20 of Attachment II of Bank Indonesia Circular Letter No. date concerning the Operations of Securities Administration through the System of Bank Indonesia-Scripless Securities Settlement System);
2. photocopy of permission for merger/dissolution/separation from the competent agency authorized to give approval concerning merger/dissolution/separation;
3. photocopy of the Deed of Merger/Dissolution/Separation;
4. photocopy of the Deed of Amendment to the Articles of Association of the Participant receiving the merger/Participant of separation result, or the Deed of Establishment of the Participant of dissolution result/Participant of separation result in the case the separation conducted by establishing a new legal entity;
5. photocopy of approval letter on the amendment to the articles of association from the Ministry of Law and Human Rights or documents on the registration of the deed of merger/separation and the deed on the amendment to the articles of association in the List of Companies, or the decision from the Ministry of Law and Human Rights concerning the validation of company's legal entity;
6. photocopy of the announcement on merger published in the national scale daily newspaper.
7. etc.²⁴

Thus, for your understanding, we thank you for assistance and cooperation.

²¹ Filled with the date of announcement of the merger/dissolution/separation of the bank in the newspaper

²² Choose one

²³ Choose one

²⁴ Filled with other documents attached (if any)

[City], [Date, month, and year]
[Name of Legal Entity]

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

EXAMPLE 20
STATEMENT LETTER FROM THE PARTICIPANT
RECEIVING MERGER/DISSOLUTION/SEPARATION

No. ...²⁵

STATEMENT LETTER

The undersigned:

- 1. Name, position, residing in
- 2. Name, position, residing in
- 3. Etc.

in this case representing²⁶ acting as (Participant receiving merger/Participant of dissolution result/Participant of separation result)²⁷; for the Participant conducting (merger/dissolution/separation)²⁸ as follows:

No.	Participant Name	Participant Code
1.		
2.	Etc.	

pursuant to the Deed of (Merger/Dissolution/Separation)²⁹ No. ... dated ... and the approval on the Merger/Dissolution/Separation from (the name of the competent authority agency) No. ... , dated ... , concerning ... hereby we inform you that we shall:

- 1. take over all the rights and obligations of the Participant conducting (merger/dissolution/separation)³⁰ effective since the date .. ³¹
- 2. take over the authority and responsibility for all operational activities and participation related to BI-SSSS on behalf of the Participant conducting (merger/dissolution/separation)³² effective since the date of merger/dissolution/separation legally applicable.
- 3. In the event there are still rights and obligations of the Participants conducting merger/Participant conducting dissolution/Participant conducting separation as referred to in number 1 toward Bank Indonesia arising prior to the legal approval date from (name of the authorized agency) that have not been taken into account to the concerned Participant conducting merger/Participant conducting

²⁵ Filled with the number of the statement letter
²⁶ Filled with the name of Participant receiving merger/Participant of dissolution result/Participant of separation result
²⁷ Choose one
²⁸ Choose one
²⁹ Choose one
³⁰ Choose one
³¹ Filled with the legal date of establishment of the merger/dissolution/separation by the competent authority agency
³² Choose one

dissolution/Participant conducting separation up to the implementation date of merger/dissolution/separation of participation in BI-SSSS as referred to in number 2, is to be taken into account to the Participant receiving merger/Participant of dissolution result/Participant of separation result.

4. Effective since the date of approval on the merger/dissolution/separation legally from the (authorized agency), the signature specimen including the authority from the director and authority grantor official of the Participant receiving merger/Participant of dissolution result/Participant of separation result³³ already administered in Bank Indonesia Head Office and KPwDN, which we declare still applicable are as follows:
 - a. Directors
 1.
 2.
 3. etc.
 - b. authority recipient officials of the Director from the Participant receiving merger/Participant of dissolution result/Participant of separation result are:
 1. ...
 2. ...
 3. etc.

The signature specimen and authority of directors and officials which names not specified in letter a and letter b, since the approval date of merger/dissolution/separation legally by the (name of the authorized agency), is declared revoked and inapplicable.

5. Effective since the approval date of merger/dissolution/separation legally from ... (name of the competent authority agency), the signature specimen along with the authority from the director and/or authority recipient official of the Participant conducting, we declare inapplicable except for the directors and/or authority recipient officials in the office of Bank Indonesia specified in item 4.a and 4b of this statement letter.

³³ Choose one

Thus, this letter of statement is made with the truth, to be used as appropriate.

[City], [Date, month, and year]
[Name of Legal Entity]

Stamp,
Rp6.000,-

[Signature and stamp of legal entity]

[Name of Director/Authorized Official]
Position

BANK INDONESIA,

BRAMUDIJA HADINOTO
HEAD OF PAYMENT SYSTEM MANAGEMENT
DEPARTMENT